1. Introductions

2. Open Discussion
   - **Section 408 update – Hiral Patel**
     - USACE Real Estate Outgrants Memo dated 2/8/2018 discussed.
     - Most projects do not require Section 408, only those that impact real property managed by USACE. GDOT only had 1 this year and 1 prior 3 years. Will require early coordination during concept development to determine if Section 408.
     - GDOT’s Chandria Brown and Krystal Stovall-Dixon are primary contacts with USACE on subject. Routine coordination to ensue. Requires monthly calls for ongoing coordination.
     - Early coordination at concept to determine if Section 408 could apply. Decisions are made at 60% plan level, equate to ROW plans. Address corrections within USACE ESAs and include with corrected PFPR plans.
     - Discussed if P6 baseline would reflect the activity. Not planning on it since so few projects.
     - Dan Pass stated new process flow chart on ROADS.
     - Next goal is for USACE to accept GDOT env document, rather than preparing another env doc for Section 408.
   - **CMIS consultant evaluations update – Hiral Patel**
     - 5 pilot projects. No issues reported. March rollout anticipated.
     - Discussed concerns with rollout to SME offices. A rollout meeting will be held through prequalifications to relay guidance to OH/AOH. OH/AOH should send rep, but OH/AOH still needs to be aware.
     - GDOT will score every technical document submitted and is based on every area class. FPR will get Engineering Services score. Concept will not get a score. Evaluations will be based on deliverables and area class.
     - The evaluations will be used to evaluate “trends” for past performance. May take a year to collect data trends.
     - GDOT PM will still evaluate Prime overall for scope, schedule and budget using CMIS.
     - How does the Prime evaluation trickle down to subs? It will be in overall report. Ultimately subs will be evaluated on subs deliverable. PM is not grading the Prime on the subs product. Prime will see report in CMIS and will be submitted to Prime.
     - Is each individual rating stand alone or average? The evaluation is data in a database. GDOT will run a report on Prime and subs to get aggregate to be evaluated during RFP.
     - Procurement has no desire to accept just a number. They are concerned with trends/patterns. Procurement will still collect reference checks and evaluators knowledge. A lot of information will make up quality of work grade.
     - Concept and FPR feedback on product over a course of time. Albert will address poor performers by drafting letters, asking for explanation and addressing larger problems. Corrective actions will be immediate.
     - Scores will be 1, 3, 5. 3 is average and meets expectations. 1 is a problem. Evaluators will give justification.
     - GDOT will communicate statistics once data is available.
     - Schedule will be part of Prime review. Submittal after baseline date will be reflected on firm, prime or subconsultant.
• **Prequal Certification Discussion – Hiral Patel**
  o GDOT IT working on improvements to system.
  o GOT would like for system to auto message to consultant re-up is due 3 months from expiration as a courtesy
  o The current prequal certification includes all area classes listed and GDOT signature; new certification will only list the approved area classes. Group discussed – some like the old form with all area classes listed with checks in those prequalified. Also concerns about Local Governments may be confused when comparing. The old form is less edit friendly. Some consultants get confused and GDOT must to explain.
  o Relative to expiration date, recommendation is to keep one expiration date even when interim prequalification is added.
  o GDOT will monitor change in prequalification form and process.

• **Practical design ideas – Hiral Patel**
  o How do we collectively go about practical design? We can’t really write a howto manual per say, but we can start to document good examples of designs/approaches.
  o What is basis of this topic? This is an aspect of achieving funding goals.
  o Sharing knowledge with a living document.
  o GDOT has experienced situations where designers are unwilling to vary from GDOT policy even if it benefits to project and a “smaller” footprint better fits the context of the situation. Mostly Federal-Aid projects
  o The desire is to design to budget, similar to TIA policy. State funding is pushing this policy.
  o State funded not necessarily bound by LT.
  o Designers should ask about budget first and foremost.
  o Budget is one item, but one should think outside box.
  o Comment - One issue is receiving mixed signals like ICE Policy. ICE is a lengthy effort.
  o Road Design’s philosophy is to be flexible, i.e., design year based 15 year design instead of 20 year.
  o GDOT is looking for value-based studies i.e. soil survey, pavement evaluation, WFI, etc. GDOT/Owner must make decision on scope early on. Owner willing to take risk on what they really want.
  o GDOT’s desire is to create a culture of practical design concepts.
  o Roadway Design subcommittee will work to identify a small group of folks to start discussion of practical design examples/concepts. Andy Casey/Alex Stone will lead.
  o Topic of Design Variances, Albert would like to see matrix presented to the PM with variance and ramifications of cost. It is inherent in the design process to document.
  o Variances should be vetted at Concept Team Meeting, but initial decisions should occur in procurement, scoping.
  o Chapter 2 of Design Policy defines approach to design. Don’t simply act just because the Design Policy directs.

• **Estimating “guidance” doc, potential for a short-term task force – Tommy Crochet**
  o There has been a lot of discussion of reliability of estimates, large variations in quantities, etc… that are having a dramatic effect on GDOT CWP.
  o Eric Rhode has presented lessons learned which was helpful and Engineering Services subcommittee has been helpful communicating lessons learned.
  o CRC Steering Committee has discussed with Albert Shelby and Hiral the notion of creating a Task Force to develop guidance to address the issue. Guidelines, procedures, lessons learned, training may be needed for the industry as a whole to help improve reliability of quantity takeoffs.
  o Question - How do we approach Lumpsum items? Is a professional estimator necessary?
training? GDOT Training? GPTQ?
  o Question - Will Task Force be made from subcommittees or open call to consultant community? The consensus was to move quicker and form from members of current subcommittees.
  o OPD subcommittee has an initiative on cost estimating.
  o Cost estimate vs budget. Budget effects program.
  o There are Rules of thumb for estimating. GDOT has data, historical information on similar projects.
  o Costs are a factor of stakeholder needs (who, what, realistic?) and coordination, utilities, RW.
  o Tommy appointed consultant team led by Scott Gero and Hiral mentioned GDOT team led by Eric Rhode to form Task Force members. Scott and Erik will organize around what next.
  o Comment - Suggest including someone with construction experience.

- Approximate timeframes for TO scope/independent manhour estimate to TSP – Tommy Crochet
  o Tracking is needed
  o How does OPD handle?
  o Long discussion for next time

3. CRC Subcommittee Reports (brief report out of 2018 initiatives)
   - Utilities Task Force – John Tuttle reporting
     o Task Force meetings continue. Training opportunities discussed.
     o Utility Adjustment Manual (UAM) to included DB guidance.
   - Procurement – Saurabh Bhattacharya reporting
     o Negotiations handbook is under public comment,
     o 2018 initiatives - resources, staff, training, technology
   - CEI – William Dunwoody reporting
     o New fiscal year ESDs for consultants, consultant providing training continues, technology tablet roll out (has been a game changer and very productive).
     o Procurement schedule for CEI in D4, D1, D3 discussed.
     o Next mtg may 10th
   - Bridge & Structural – Steve Gaston reported
     o 2018 guidance on ABC use, OMAT LRFD for WFI’s discussed.
     o Evaluate of plan quality for bridge (consultants and Department design) discussed. This is different evaluation from CMIS. A form will be attached to bridge plans with score 0-100, subsection in bridge manual related to this (goal is 85 or higher). P&E, bridge design, retaining walls, H&H (later). Evaluation will be more on quality of plans for getting good bids. **Steve Gaston provide guidance document, Rob include with CRC meeting minutes.**
   - Engineering Services – David Henry reported
     o Open call/reminder Callout for Post Construction Evaluation (15 this year is goal)
   - Environmental – Laura Dawood reported
     o Thanks Sasha for making enhancements to GPTQ webpage
     o Meeting with each discipline and supporting disciplines discussed
     o Programmatic CE sent to FHWA and received feedback. FHWA agree with Deminimus, Working on Section 7.
     o Abbreviated FONSI sent to FHWA-received comments and GDOT is reviewing
     o EPM enhancements - Community impacts, floodplain and landuse out for comment
     o Indirect Cumulative Effects - modifying guidance form feedback
     o Ecology – met last week, report templates is focus, Programmatic Agreement with Marine Fish, new staff person at NMFS.
• Materials – Tom Hruby
  o WFI training LRFD 2/6- ready to implement- currently on ROADS,
  o OMAT cost estimate spreadsheet is being revisited for LRFD items- 3-6 mo,
  o Pavement Evaluation draft manual – pavement eval guidelines being developed w goal end of 2018
  o Vibratory Monitoring Specs - OMAT developing recommendation on when and how much on plans and in specs during bidding

• Preconstruction Awards – Michael Thomas reported
  o Discussing how to better define urban and rural categories

• Program Delivery – Kim Nesbitt, Jimmy Garrison
  o Cost estimating, Concept report quality, Design to budget for state funded a focus

• Roadway Design Policy – Dan Pas, Alex Stone reporting
  o Chapter 12 DPM updates a focus, meeting with D3 construction staff tomorrow,
  o Subcommittee met in January and discussed initiatives for 2018,
    o Get involved in OpenRoads,
    o DPM on Pavement Design,
    o Concrete barriers,
    o Rollout of OpenRoads- 3-4 pilot projects in June, working with Bentley,
    o Practical design

• Traffic –Bill Ruhsam
  o Met Thursday, focus on ICE, Christina Berry to present on ICE at next Transportation Forum 3/7, standardize traffic projections a focus

• Survey/Mapping –
  o Coordination for 3d modeling,
  o Processing guidelines and survey manual are disjointed and need to alignment,
  o Discussions with Special Assistant Attorney General (SAAG) for property research

4. Conclusion
• Next meeting – Tuesday March 20, 2018 @ 10:30 AM GDOT Rm 403-404
• Please continue to provide minutes of subcommittee meetings for posting at
  https://www.acecga.org/pages/GPTQ

Note: action items in bold above